

# Seasonal Preservation Notice

Date: [Insert Date]

To: [Client's Name]

[Client's Address]

Dear [Client's Name],

We hope this message finds you well. As the seasons change, we want to remind you of the importance of preserving your property to ensure its longevity and value. This notice serves as a seasonal reminder for the necessary preservation steps to take during [specific season, e.g., winter, summer].

## Recommended Preservation Actions:

- Inspect and clean gutters and downspouts.
- Ensure proper insulation to avoid heat loss.
- Check for leaks and seal windows and doors.
- Maintain landscaping to prevent erosion.
- Schedule regular HVAC maintenance.

Taking these steps will not only enhance the comfort of your property but also aid in maintaining its value. Should you require assistance or have any questions, please feel free to reach out to us.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]